



UNIVERSITY OF CALIFORNIA, IRVINE POLICE DEPARTMENT

Police Lieutenant

This position is located at the University of California, Irvine campus, and is not represented by a union. Working hours are generally Monday through Friday 8 a.m. to 5 p.m. (may include some weekend or evening hours).

Internal University of California applicants must be a current Lieutenant, or a Sergeant with at least two years of service, and they must possess a current POST Supervisory certificate.

External applicants must have California law enforcement experience at the rank of Police Lieutenant or above or be at the rank of Police Sergeant for a minimum of 5 years, and must possess a current POST Supervisory and Advanced certificates.

Responsibilities: This position has a critical role with the University of California Police Department as a Patrol and/or Administrative Lieutenant. The Lieutenant reports to the Assistant Chief of Police. The Lieutenant, within the Police Department, will manage, direct, and plan the daily operations and long-range goals of the units they oversee. The Lieutenant position provides, or will soon provide, oversight and supervision to a variety of units and programs including, but not limited to the following: patrol, traffic motors, communications, special events, University Community Impact Team (U.C.I.T.), Community Service Officers, investigations, crime prevention, and administrative support.

Requirements: Leadership skills sufficient to motivate personnel to carry out their responsibilities at an acceptable level. Ability to delegate responsibility with commensurate authority to appropriate staff members. Decision making ability sufficient to conduct both routine and complex tasks that require knowledge of law, case law and personnel. Skill in written and verbal communication in order to be effective within a campus community with a diverse population; to compose well written narratives, reports, memoranda, correspondence, department policies, procedures and related materials; must have some proficiency with computers and associated software including Word, Excel and Eudora. Ability to organize time and prioritize tasks. Knowledge of criminal justice system with emphasis on the role of law enforcement as it relates to other agencies within the system, particularly prosecutors and the courts. Accountable for the skills, knowledge and abilities of the Police Sergeant series requirements. Knowledge of Police operating rules and regulations. Knowledge of pertinent case law. Skills to maintain a professional demeanor under stressful conditions and make decisions under rapidly changing conditions. Must possess a high level of common sense. Skills to problem solve. Skills to understand and carry out oral and written instructions. Skills to communicate both orally and in written form, clearly and concisely. Ability to prepare accurate and grammatically correct written reports, traffic citations and memoranda. Skill to safely handle an automobile in high speed and emergency situations. Ability to establish and maintain cooperative working relationships with those contacted in the course of work. Must possess a strong commitment to professional ethics and integrity. Ability and willingness to work in an environment rich in diversity, containing a variety of ethnic cultures, religions and lifestyles. Skill to demonstrate proficiency in the exercise and application of defensive tactics, less lethal devices, firearms and other safety equipment. Ability to use a personal computer to prepare documents and reports.

Supplemental Requirements: Applicants must be provided a final filing date. Qualified applicants will be invited to participate in the process that will consist of the following:

1. Application,
2. Resume,
3. Written Exercise,
4. Oral interview panel process, and
5. Law enforcement and community panel(s).

Successful candidates will be placed on a Qualified Candidate's list for a period of 6 months. The Qualified Candidate's list may be extended at the Chief's discretion for up to one year. The Chief of Police will make appointment(s) from the Qualified Candidate's list.

Special Conditions of Employment: Availability to work on-call. External candidates must pass comprehensive medical, drug and psychological examinations and an extensive background investigation as established by the University and by State law for Police Officers. Applicants will be fingerprinted. Applicants must possess a valid California driver license.

Preferred: Knowledge of University regulations, prior University law enforcement experience, theoretical background in related field, and Bachelors degree are preferred.

Physical Requirements: The position requires physical fitness so that all functions required of a Police Officer will also be able to be performed by the Lieutenant. This includes the ability to stand for long extended periods of time while in full uniform and carrying all safety equipment; the physical ability to maintain department standards of proficiency at the range and in defensive tactics, both training and in field operations; the physical ability to, at times, expend full amount of energy while enforcing the law and while providing for public safety. **EEO/AAE**

Filing Deadline: October 31, 2005

Salary Range: \$4,983.00 - \$9,125.00/Month (*effective October 1, 2005*)

Other Benefits: \$725 uniform allowance, 15 days vacation, 13 paid holidays, comprehensive health, dental and vision plans, plus University-paid 3% at age 50 retirement plan.

Application Procedures: UCI offers excellent benefits including a comprehensive group health, dental, vision and minimum of 3 weeks vacation per year. To be considered for this position, apply directly on-line at <http://jobs.uci.edu>, click on Job Listings and Find Job. No. 2005-1109. UCI is an affirmative action/equal opportunity employer dedicated to excellence.

UCI is an Equal Employment Opportunity Employer